



Town of Chatham
Office of the Selectmen
Town Manager
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Jill R. Goldsmith
TOWN MANAGER

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TO: Honorable Board of Selectman

FROM: Jill R. Goldsmith, Town Manager

DATE: June 26, 2014

SUBJECT: Town Manager's Report for the BOS meeting of April 22, 2014

I am pleased to enclose the Monthly Report of Department Heads for the month of March 2014.

TOWN MANAGER'S OFFICE: Submitted by Jill Goldsmith

Mission Statement: *The Board of Selectmen and Town Manager provide executive leadership for the Town of Chatham. Together, we pursue collaborative processes, ethical, and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Chatham.*

Professional and Community Outreach	Meetings	Notes
Weekly Department Head and Regular Biweekly Meetings w/DHs	21	Various project coordination meetings, communication sharing, performance evaluations, budgets
Professional Meetings/Seminars/Conferences	4	MA Joint Labor-Management Committee (JLMC), Cape Cod Town Managers Association
Meetings with Residents	7	Airport, Public Information Requests, CC Fishing Alliance Director, College Student Government Project, New CCC Representative for Chatham, Golf Course, Box Office Café Owners
Project/Issue Meetings	21	FY2015 Budget, COA Friends, E-Permitting, P&R Department Issues, Chatham Housing Authority Director, MRSD Supt, Fire Station Project, Personnel Matters
Committee/Board Meetings Attended	8	BOS, FinCom

Union Meetings/Negotiation Sessions	0	
Town Counsel – On-site Office Hours	1	

In addition to preparation and follow-up for Board of Selectmen’s meetings and regularly assisting staff, seasonal liquor license renewals were completed and distributed to license holders. The 2014 Annual Town Meeting Warrant was prepared. Work continued on the 2014 Annual Town Report.

Bids were received for portable toilets. The contract was awarded to MA Frazier of North Eastham.

COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Deanna Ruffer

On a daily basis the Chatham Community Development Department strives to provide courteous and responsive quality service to our valued customers by fostering a respectful and welcoming environment resulting in a positive experience for all by:

- Listening to your concerns and providing accurate answers and information by responding in a friendly and thoughtful manner*
- Being accountable for all we do, “not shutting the door and pulling down the blinds” recognizing that everyone’s needs are important*
- Being the “helping hand” in making the permitting process easier and employing a collaborative approach to finding solutions on complex issues, enabling the successful completion of your projects*
- Maintaining a commitment to transparency by responding to requests for information to the full extent of Massachusetts public meeting and records law*

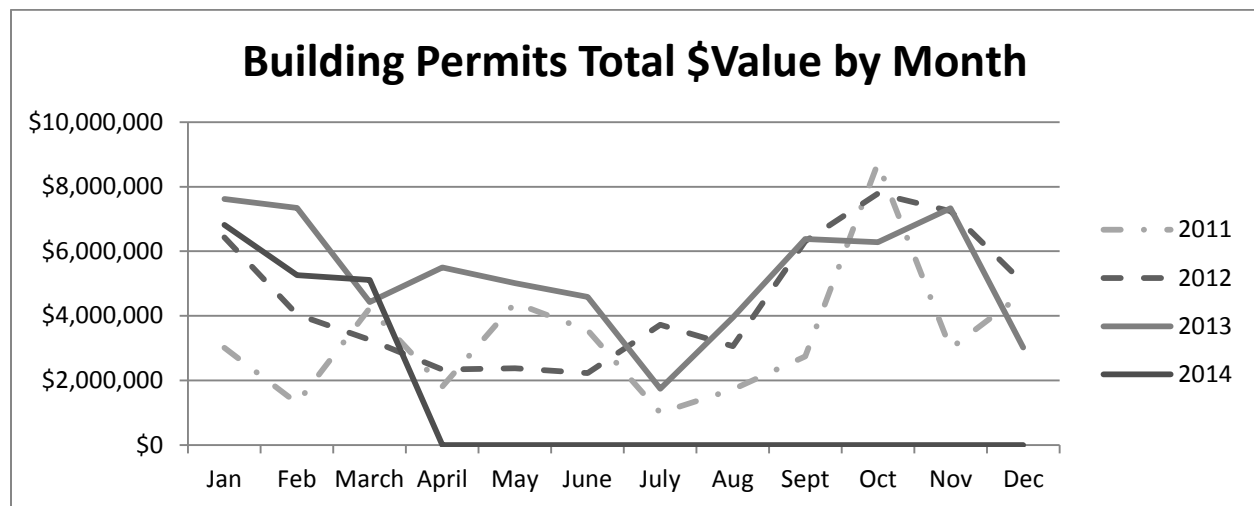
And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

BUILDING DIVISION

	Month	YTD	Ave/Mo	2013 Total	2013 Ave/Mo	% 2014/2013	\$Value YTD	\$Value 2013
Bldg Apps Submitted	66	166	55	686	57	24%		
Bldg Permits Issued								
New Dwellings	4	12	4	41	3	29%	\$8,422,000	\$27,787,000
Multi-family				3	0	-		\$0
Demolitions	2	4	1	25	2	16%		
Residential Add/Renos	51	133	44	578	48	23%	\$6,487,525	\$30,377,934
Nonresidential Add/Renos	4	9	3	33	3	27%	\$652,940	\$4,479,140
Public Structures New & Alts/add	-	3	1.5	7	.5	43%	\$1,622,940	\$521,000
New Comm Structures	-	0	-	1	0	-	-	\$44,500
Total Building Permits	61	161	54	688	57	24%	\$1,7185,405	\$63,209,574
Average \$value/permit							\$106,742	\$91,874.38
Electrical Permits	57	187	62	759	63	25%		
Plumbing & Gas Permits	89	237	79	1004	84	24%		
Inspections								
Building	109	289	96	1053	88	28%		
Electrical	73	229	76	902	75	25%		

Gas & Plumbing	83	240	80	913	76	26%		
Total	265	758	252	2868	239			

With the first three months (or 25%) of the calendar year behind us, activity within the Building Division appears to be closely tracking with the prior year's activities. The two notable exceptions identified in prior months, which continue to merit mention, are the number of new dwellings being permitted and the average value per building permit which is 16% higher than the average value in 2013. The two are likely inter-related as the construction value of a new home is typically substantially higher than the value of a residential addition or renovation. Demolitions appear to be lagging behind the prior year's activities, though this may be a function of the time of year.



REGULATORY BOARDS

Historical Commission – There were **two** Historical Commission meetings in March 2014. The Commission received two applications for determinations of substantial alteration, one of which was determined not to be a “substantial alteration” and thus the work was approved without referral to the Cape Cod Commission and one was continued pending receipt of additional information.

During March, the GIS Coordinator also assisted in preparing the display boards for the upcoming Historic Preservation Awards ceremony, organized by the Chatham Historical Society, Historic Business District Commission and Historical Commission. This work entailed preparing site photos and display board layouts for the six properties selected to receive awards.

Historic Business District Commission (HBDC) – There were **two** HBDC meetings in March 2014.

HBDC	2013 Totals							2014 Totals
mtgs	23	2						5
		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Pre-apps	5	0	0	0	0	0	0	0

COAs	58	4	4	0	0	0	4	8
Signs	81	6	6	0	0	0	6	22
Total	144	10	10	0	0	0	10	30

Planning Board – There were **two** Planning Board meetings in March 2014. Of note, the “Mayflower” project continues to clear the conditions established as part of the site plan approval and is nearing completion. The Site Plan was approved for the next phase of redevelopment for the property at 595-641 Main St.

The Planning Board agreed to be the “petitioner” for the required amendment to the Protective Bylaw adopting the new FEMA Flood Hazard Maps. The Planning Board finalized its petition on March 4th with the required public hearing scheduled for April 8, 2014. This petition supersedes the Planning Board’s original draft article the public hearing for which had been scheduled for March 11, 2014.

Planning Board	2013 Totals							2014 Totals
mtgs	24	2						6
Subdivision		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
ANR	8	1	1				1	5
Prelim	0						0	1
Defin	2						0	0
Site Plans								
pre-apps	9	1	1				1	3
formal	8	2	2				2	4
amendment	8						0	2
Special Permits	0						0	0
ZBA Recom	9	2	2				2	3
Bond Reduct/CoC	14	2	2				2	4
Total	58	8	8	0	0	0	8	22

Zoning Board of Appeals (ZBA) – There were **two** ZBA meetings in March 2014. The number of applications before the ZBA continues to exceed the number of applications heard by the ZBA for the same time period in 2013. Of note, on March 27th the ZBA heard an application for three variances for the proposed construction of a single family dwelling at lot 105 Stage Island Road. Two of the three requested variances, including a use variance which the ZBA does not have the authority under the Protective Bylaw to grant, were denied. The third was withdrawn.

ZBA	2013 Totals							2014 Totals
mtgs	22	2						6
		Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Special Permits	95	8	5		3		8	25
Amendments	3	1	1				1	3
Variance	1	1		1			1	2
Sign Permits	8						0	2

Appeals of ZEO	1						0	0
40B	1						0	1
Total	109	10	6	1	3	0	10	33

PLANNING DIVISION

During the month of March 2014, staff worked on the following planning projects and assisted the following advisory committees with their activities:

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE: The Committee held one meeting in March beginning its investigation of opportunities to enhance the branding of Chatham. Lisa Franz, the Chatham Chamber of Commerce Executive Director, attended and discussed a number of ideas with the committee. These discussions are expected to continue through the spring and possibly into the fall.

COMMITTEE FOR THE DISABLED: The GIS Coordinator continues to work with the Committee to develop a brochure to assist residents and visitors in locating businesses and services that are ADA accessible. Staff liaison continues to keep the committee apprised of new and ongoing projects as they relate to ADA accessibility issues including the West Chatham Roadway Improvement project and the Crowell Road/Rte. 28 Intersection improvement project.

BIKEWAYS COMMITTEE: The Committee continues to work with regional groups on the seasonal worker outreach safety initiative. The committee decided to cancel this year's "Tour de Chatham" event. Due to logistical limitations, shortened timeline and a significant disruption to the event route due to the upcoming closure of the Mitchell River Bridge. The committee is working on plans to continue this event bi-annually once the bridge is re-opened. In addition, the Committee is also working on outreaching to local bike enthusiasts to create a Chatham "social bike club". The goal is to foster greater interest in biking through regular bike events and "fun rides" in the hope of creating a larger base of bike supporters and potential volunteers for future bike events.

AFFORDABLE HOUSING COMMITTEE: The Town has been awarded a \$10,000 grant through the Barnstable County District Local Technical Assistance (DLTA) grant program. This funding will be used to hire a professional consultant to analyze and make recommendations on two key areas of Chatham's Housing Production Plan

- Modification of Accessory Apartment Bylaw
- Analysis of Affordable Housing Trust Fund (AHTF) Guidelines/Capitalization of the AHTF

These two items have been included as action items for year 1 and 2 of the 5 year housing plan. Work is underway to hire a qualified consultant through a competitive bid process.

Pursuant to the Affordable Housing Committee's CPA funding request, The CPC Committee has recommended/endorsed a \$300,000 allocation to the Affordable Housing Trust Fund. The purpose of request is to restore the balance of the trust fund to an ample level that will allow the town to pursue affordable housing objectives in a realistic manner.

INTER-DEPARTMENTAL PROJECTS

Community Development Department staff was involved in the following inter-departmental or town-wide projects in the month of February 2014:

FEMA FLOOD MAP UPDATES: Staff continues to assist property owners in understanding the issues related to the changes to the new flood maps. Staff also continues to analyze the potential impacts to properties related to the changes to the new flood zone boundary and our local zoning and conservation regulations. On March 6th GIS Coordinator gave a presentation to the Chatham Alliance for Preservation and Conservation to discuss the map update process and proposed zoning bylaw amendments.

HARBOR MANAGEMENT SOFTWARE PROJECT: GIS Coordinator prepared and submitted a \$25,000 grant request from the Barnstable County District Local Technical Assistance (DLTA) grant program. This request is intended to continue software development and expand the program services established last year under a previous DLTA grant. Two additional towns (Yarmouth, Falmouth) have expressed interest in joining in this regional software development project. The software is currently being used to track and manage mooring permit renewals and waiting list renewals via web-based applications.

FINANCE DEPARTMENT: Submitted by Alexandra H. Heilala

The Town of Chatham Finance Department will listen carefully and completely to our customers request for service and view their needs with importance and responsiveness while using the opportunity to foster positive relationships.

Accounting –The Finance Director, along with the Town Manager, continued to review the operating and capital budgets and provide updates to the Board of Selectmen. The Finance Committee met several times to review departmental budgets (operating & capital. The Finance Director attended the following meetings in January:

Board of Selectmen 3
Finance Committee 2
Cemetery Commission 1

Accounting		March 2014	March 2013	YTD 2014	YTD 2013
1	Invoices Processed	781	793	2212	2231
2					
3					

ASSESSORS REPORT

The office continued to work with Paul Lagg and pkSystems to correct mismatched parcels in order to update GIS maps and the FY15 CAMA (Computer Assisted Mass Appraisal) system. The Assessors enter and process building permits in preparation for the FY2015 field work. As part of the field work the assessors survey and visit properties when necessary. Any parcel changes are updated in the CAMA database in preparation for certification of values by the Dept. of Revenue in the fall of 2014.

Assessor		March 2014	Year to Date 2014
1	RE Abatements Processed	0	48
2	PP Abatements Process	0	4
3	MV Abatements Processed	66	120
4	Boat Abatements Processed	4	54
5	Passport Applications	7	30
6	Office Coverage – Shifts	1	5

Treasurer/Collector – There were two substantial tax title payments during the month of February. There have been six (6) properties referred to legal counsel to begin the foreclosure process through Land Court and as a result, the taxes on one property were paid in full. The office, in coordination with the Assessors, prepared files for the FY2014 second half Real Estate tax bills.

Tax bills were mailed on March 31 with a due date of May 1, 2014.

Treasurer/Collector		March 2014	March 2013
1	% MV Excise bills received (March due date)	59%	83%
2	% tax bills overdue (last semi-annual bill)		
3	Tax Title Payments	45,243	
4	Tax Title Balance	\$530,822	\$599,494
5	Properties in Tax Title	68	72
6	Properties in a Payment Plan	6	3
7	Properties in steps toward Foreclosure	5	0

Information Technology Services –submitted by Craig Rowe

During the month of March, we have been working on putting the final touches on the Mooring Permit Program. The private mooring process is now complete with approximately 18% of all moorings and wait lists being paid online. This number exceeded the 5% projection at the being of the project. The towns of Dennis and Provincetown are both fully implemented; and the DLTA grant has now been closed. The towns did apply for an additional grant to complete a few enhancements but was notified that we did not receive it for 2014. We will begin the Commercial Mooring process in the next few weeks.

The E-permitting project is now the departments focus; we are beginning to roll out the Inspection process to the Building and Health inspectors. This process should be completed by the end of April and allows the inspectors to complete inspections in the field via the use of a mobile device.

The IT department has been working with the Barnstable County IT Department to upgrade our VOIP phone system. We are investigating the possibilities of sharing resources with the County to streamline efficiencies and save monthly maintenance costs.

FIRE RESCUE/EMS DEPARTMENT: Submitted by Chief Michael Ambriscoe

Answering the Call, Making a Difference, Protection and Service through EXCELLENCE!

Below is the monthly activity report for the fire department. The month of March 2014 had a higher service demand than March 2013. This appears to be related to the unusual number of winter storms. The fire department responded to 215 emergency incidents in the month of March and the monthly average of the past three years for March was 168 incidents. The ambulance transported 79 patients and received \$43,840.47 in revenue. Fire Inspections and permits generated \$1,950.00 in revenue. Total revenue collected in March is \$45,790.47.

Dept			Month		Year To Date	
	Indicator		March 2014	March 2013	2014	2013
Fire Rescue/EMS	Fire Suppression/ EMS					
	1	Emergency Incidents	215	184	619	660
	2	Ambulance Transports	79	69	214	226
	3	Ambulance Receipts	\$43,840.47	\$34,788.16	\$138,077.37	\$146,355.31
	4	Firefighter Injuries	0	0	2	0
	5	Civilian Injuries	0	0	0	0
	6	Mutual Aid Given	1	1	2	4
	7	Mutual Aid Received	0	1	1	2
	Fire Prevention/ Code Enforcement					
	1	Residential Inspections	29	25	72	55
	2	Commercial Inspections	15	19	35	37
	3	Plan Review	18	22	53	63
	4	Oil Tank Removals	2	5	4	17
	5	Oil Burner Inspections	3	2	9	17
	6	Sprinkler Modifications/Disconnects	0	1	0	7
	7	Sprinkler System Test	0	3	0	6
	9	Permits	29	14	61	56
	11	School Fire Drills	0	0	0	0
	12	Open Burning Permits	27	74	88	134
	13	Fire Prevention revenue	\$1,950.00	\$2,440.00	\$5,195.00	\$5,105.00
	Training					
	1	Hours Training	266	100	538	166.5
	Public Education					
	1	Hours	5	14	34	38

HEALTH AND ENVIRONMENT: Submitted by Dr. Robert Duncanson

We are committed to maintaining the health and welfare of the citizens of Chatham while preserving, and enhancing where possible, Chatham's unique natural environment within the confines of state and town regulations, codes, and policies and will endeavor to administer these rules in a fair and impartial manner.

CONSERVATION DIVISION

Conservation Commission / Regulatory Responsibilities

The Conservation Commission held 4 meetings and 4 organized on-sites. Members attended an onsite regarding the proposed Muddy Creek Bridge/Habitat Restoration project.

New Applications received in the month of March 2014 compared to previous years:

APPLICATION	Mar 2014	Mar 2013	Mar 2012	YEAR TO DATE 2014	YEAR TO DATE 2013
Notice of Intent	7	5	5	24	18
Request for Determination	2	1	2	2	5
Request to Amend an Order	1	0	2	1	2
Administrative Reviews	10	11	9	28	29
TOTAL RECEIPTS	\$2,865.50	\$1679.00	\$2,975.50	\$9,953.00	\$4,466.00

This month the Commission dealt with several field changes requested by applicants on projects already permitted and underway. If minor, these changes were accepted. If significant and still within the scope of the original permit, the Commission allowed the filing of a request to Amend the Order of Conditions pursuant to MA DEP's policy #85-4.

Appeals. 1 Order of Conditions issued allowing the relocation & reconstruction of a boathouse was appealed by the neighbor. Appeal still in process.

Emergency Certification. No requests.

Comments to other Boards: Comment letters were provided to the Zoning Board of Appeals and/or the Planning Board and/or Board of Health.

Violations

36 Sears Pt, David Rogers – unauthorized use of a skid steer in resource areas. Enforcement Orders issued for the alteration of many resources, including alteration of salt marsh and shellfish habitat. Enforcement Order issued requiring a restoration plan. Tickets ceased to be issued on March 10th totaling \$126,900 following the receipt of a restoration plan. Stop Work will be lifted pending the Commission's hiring of a consultant, at Mr. Roger's expense, to serve as an inspector for the projects underway. Mr. Rogers has filed an appeal with Orleans District Court of the tickets. Hearing with the Clerk Magistrate in Orleans District Court was set for April 4, 2014.

Two other violations were also dealt with that involved unauthorized removal of trees and shrubs in resource areas.

Subcommittee Work: Due to members being out of town, a new subcommittee was set up to look at possible regulation changes relative to the 100ft to the flood plain. Meetings were held Thursday, March 20th and Monday, March 31st.

Field Work and Administrative Work - Staff made numerous site visits to review proposed projects; inspected projects for compliance; conducted numerous site visits prior to work start or to review projects in progress; conducted inspections for Certificates of Compliance;

followed up on violation matters which included writing violation letters, calling contractors, follow up on compliance with enforcement actions; and met with applicants, contractors and representatives relative to proposed and ongoing projects; reviewed all building permits prior to their issuance; issued comments to the Zoning Board of Appeals and to the Planning Board.

AmeriCorps – Individual placement was out for the month of March.

The Department and other Town departments have participated in the AmeriCorps program since its inception and once again are fortunate to be allotted the service of these volunteers to help on special projects at no cost to the Town.

Conservation Land Management

- Website: An independent town of Chatham conservation land website has been published detailing trails on conservation properties <http://chathamamericorps.wix.com/chathamconserv> (This is done through a free website provider at no cost to the town.)

Public Outreach & Education

- Agent submitted an article column for the *Cape Cod Chronicle* about River Otters.
- Agent attended communication workshop on March 14th.

Senior Tax Work Off Program: The Conservation Division is very pleased to have three participants working on projects within the Division this year. Doug Nichols will assist with ChathamRecycles efforts in improving public awareness of recycling; Barbara Waters will continue her work with the Land Stewardship Program; and John Poignand will be helping with public outreach & education on conservation issues.

High School Internship Program. We are pleased to be participating in the internship program with the high school. Cloe Murphy, a senior, began her internship with the Division. She has joined in on site visits related to wetland regulatory issues and is working on public outreach information on native trees. She will be assisting with other conservation projects through the end of the semester.

Land Bank Open Space Committee - Meeting held March 13th.

ChathamRecycles

Volunteer Paulette Fehlig continues to provide the biweekly ChathamRecycles column in the *Cape Cod Chronicle* and helps manage the website – www.ChathamRecycles.org

ANNUAL BOOK & MEDIA SWAP was held March 21 & 22 at the Annex.

The current list of recyclables in brochure form is now handed out with the transfer station stickers that list the recyclables and the fee schedule for other items that must be disposed of and diverted from SEMASS (mattresses, tires, construction debris, appliances, etc.). Recent changes include:

- Mixed Paper – no more separation of newspapers and magazines. Mixed paper bin is for newspaper, magazines, phonebooks, cereal boxes, paper bags, etc.

- Textile Bin – new added bin takes all things textile including single shoes, damaged clothing, linens, towels, rags, hats, belts, remnants, etc. Items do NOT need to be re-usable, only clean and dry as they will be recycled in many ways. The town receives \$100 per ton. American Red Cross and Salvation Army bins remain.
- Bulky, Rigid Plastics – a separate receptacle is now in place taking bulky plastics such as children's toys, patio furniture, fish totes, etc.

Food Composting Program – bring food compost to the Transfer Station. Accepting compostable food scraps (please no meat/bones/fat). Bins are located in the recycling area. Any questions, contact the Transfer Station. *Food scraps are a significant part of our garbage and much of it is compostable.* This is waste that can be diverted from the waste stream which saves the cost of trash disposal at SEMASS.

ChathamRecycles blue **Recycle Totes** continue to be available for purchase at **\$8 each**. Since receiving a grant from DEP in 1996, we continue to offer Earth Machine **Compost Bins** at wholesale cost for a price of **\$45** (up from \$43 in 2013). Both items are for sale at the Transfer Station.

ITEM	Mar 2014	Mar 2013	Year to Date 2014	Year to Date 2013
Compost Bins	0	1	0	4
Recycle Totes	0	3	3	4
Total \$	0	0	\$24	\$126

HEALTH DIVISION

The following items and activities were conducted during the month of March 2014 by Health Department staff:

- Health Agent/Secretary: Work on Accela applications for annual licenses and renewals
- Health Agent and Secretary: Accela system initiated, continuing to refine live version with IT department to develop proper forms and tracking.
- Secretary/Health Agent: Process and review Sewer connection properties.
- Secretary: Issuing of Landfill, Recycling and Shellfish Licenses (Permit Dept.)
- Health Agent/Health Inspector: Annual and routine inspections/re-inspections.
- Health Agent: Engineer and Business owner's conferences requested.
- Health Agent: Review hearing applications and prepare staff reports for Board of Health.
- Health Agent: Emergency Planning Training, EDS review, Barnstable County Health Department.
- Health Agent/Secretary: KI distribution.
- Health Agent/Health Inspector: DEP Winter Seminar
- Health Agent: Wastewater/Title 5 Training
- Health Agent/Health Inspector: Design public health survey for Board of Health to conduct in community to help assess the health needs of Chatham. Work with Monomoy Community Services, COA, Barnstable County Human Services.

- Health Agent: ChathamRecycles Book Swap
- Health Agent: Participate in WebEOC drill, DPH
- Health Agent: Organize blood pressure clinic, Community Center

Board of Health:

- March 3
- March 17
- Hearings/Discussions: 4

	March 2014	March 2013	YTD 2014	YTD 2013
PERMITS ISSUED*:				
Disposal Works Construction	11	13	27	33
Food Handler's	1	5	86	31
Motel/Cottage	0	0	9	2
Room Inspection	0	1	24	5
Swimming Pool/Hot Tubs	1	1	15	4
Tobacco Sales	0	0	8	3
Stable/Animal Keeping	0	2	8	4
Septic Installers	6	2	43	9
Septage Haulers	6	2	25	4
Rubbish Haulers	0	1	6	3
Recreational Camps	0	0	0	0
Well Construction	0	0	1	0
Well Destruction	0	0	0	0
Scallop Shanty	0	0	0	0
Septic Abandonment	1	0	0	0
Inspections:				
Restaurant/Food Inspections	3	7	12	7
Septic Inspections	22	18	35	24
Housing Inspections	0	2	2	2
Room Inspections	2	9	14	27
Complaint Inspections	0	0	2	1
Test Holes	8	5	23	16
Review s/Comments:				
Board of Health Variance Reviews	3	1	3	3
Swimming Pool Plan Reviews	0	0	1	0
Zoning Board of Appeals Comments	8	7	10	16
Building Dept. Permit Reviews	35	25	72	53
Planning Board Comments	3	1	5	6
Board of Selectmen Comments	1	0	3	2
Sewer Connection Permit Reviews	0	0	2	0
Real Est. Transfer Report Reviews	18	12	44	32
Total Receipts:	3,975.00	2,940.00	30,750.00	14,585.00

*Many permits are issued on a calendar year basis so issuance is concentrated at year-end.

COASTAL RESOURCES

Project Planning/Coordination

- Stage Harbor Channel Dredging- Corps confirmed that the dredge would be able to stop in Chatham in early April after working in Maine. This would preclude the need to develop a survey methodology to assess horseshoe crab impacts if the dredge had performed the work in June as originally anticipated.
- Corps of Engineers Stage Harbor Dredge Disposal Study (Sect 204)- Corps analyzing various alternative dredging scenarios that would provide for beach nourishment at selected beach sites.
- Old Mill Boat Yard Pier Reconfiguration- Conservation Commission Order of Conditions approved. Awaiting Zoning hearing on April 10. Other permits being finalized for submission. No word from the Seaport advisory Council regarding their review of the construction grant request. Grant request is for \$1.742 million.
- Pleasant Bay ACEC dredging- Continuing to work with consultant on disposal alternatives. Engineer preparing package for a pre-application meeting with the various regulatory agencies to review the proposed dredging prior to formal permit submission. Proposed changes to state regulations allowing the possibility of improvement dredging in an ACEC has still not been passed.
- Ryder's Cove/Marconi Park- Reviewing draft plans and cost estimate with engineer.
- Mitchell River Bridge- Bid opening completed on March 11. Low bid was by SPS of New England in the amount of \$13,894,000. Bidder/bid is being evaluated and barring issues an award is anticipated in early April.
- Mill Creek/South Chatham Beach Nourishment- Project will now be delayed until next year's 2014-2015 dredge season due to equipment failure with the County dredge.
- Battlefield Landing and road- Engineer working on revised plans of drainage and road layout.
- South Coastal Harbor Plan Update Report- Met with representatives of State Coastal Zone Management. At their request the report will need to be revised to more clearly separate items that are new recommendations versus actions that represent implementation efforts. Content of report will be essentially the same. Modifications should be relatively minor.
- Water Street East Access Stairs- Old Village Assoc. involved in independent fund raising effort.

Ongoing Administrative Activities

- Monomoy Refuge- USFWS officials confirmed that the draft CCP report is pending release within the next few weeks. USFWS to provide early briefing of the contents of the report to the selectmen and staff a couple of days prior to the full public release. Briefing anticipated in early April.
- Shorebird Monitoring Program- Reviewed applications and hired new shore bird monitor for the 2014 season. Met with returning staff to review upcoming season and made trip to North Beach to assess conditions.
- Attended briefing of the updated MA Ocean Management Plan as presented by representatives of MA CZM and other regulatory agencies.

- Met with Chamber of Commerce to update/revise their information on landings for the Chatham brochure.
- Attended meeting with the State Div. of Marine Fisheries and the US Army Corps of Engineers to review possible surveying methodologies to assess horseshoe crab impacts by the dredge Currituck.
- On-site meeting to review structural concerns/remedies to the metal support columns at the Fish Pier.
- Participated in conference call regarding options to maintain the NOAA tide gauge at the Fish Pier. The tide gauge is scheduled to be de-activated at the end of the summer.
- Attended Executive session with the Selectmen to review possible waterfront property purchase.
- Attended presentation of Sustainable Coastal Erosion sponsored by the Orleans conservation Trust.
- Attended various site visits with the Conservation Commission.
- Attended conservation Commission hearing and Planning Board hearing regarding he proposed renovation to the Old Mill Boat Yard.
- Met with undergraduate student from Univ. of Rhode Island regarding summer 2014 internship.

Other Meetings

- Attended regular committee meetings with the Waterways Advisory Committee, Shellfish Advisory Committee, and the North Beach Advisory Committee and Pleasant Bay Coastal Processes workgroup.

SHELLFISH

Shellfishermen faced another month of frigid temperatures. The temperature rule was in effect for ten days in March hampering shellfishing activity and landings. Quahogs were the primary targeted species through the month. A small population of scallops was discovered, unfortunately, late in the season. Scallop season officially ended March 31st.

Year to Date 2014													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Soft Shell Clams	\$3,000	\$5,000	\$8,700										\$16,700
Quahogs	\$6,335	\$20,000	\$30,500										\$56,835
Mussels													\$0
Razor Clams	\$2,000	\$4,000	\$2,000										\$8,000
Scallops			\$4,000										\$4,000
Monthly Total	\$11,335	\$29,000	\$45,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Y-T-D Total	\$85,535												

			Month to Month Comparison		
			Mar-13		Mar-14
Total Estimated Wholesale			\$183,000.00		\$45,200.00
Value of Commercial Landings					
Shellfish Violations					1
Shellfish Permits Issued			0		1
Value of Permits Issued			\$0.00		\$25.00

Recreational activity increased in March with 45 harvesters noted harvesting both quahogs and oysters.

Other staff duties:

- Daily patrols
- Administrative: bills, payroll, comment letters;
 - Conservation Commission; 36 Sears Point/Old Mill Boat Yard/ 197 Strong Island Road
 - Zoning Board of Appeals; Old Mill Boat Yard/ 197 Strong Island Road.
- Continued surveillance of damaged site at 36 Sears Point: GPS readings/ pictures.
- Development of replanting schedule for restoration of impacted shellfish habitat at 36 Sears Point. Proposed plan includes the planting of quahogs over three years, soft-shell for one year and the re-introduction of ribbed mussels and oysters within the salt-marsh once re-established.
- Engine maintenance on outboard motors.
- Replaced/fix trailer jack on boat trailer.
- Repaired float bags (for oysters).
- Reset buoys, after storm, to designate boundary of municipal grow-out sites.
- Collected shellfish samples, submitted for testing with Barnstable County Extension: area of die-off (most likely winter-kill due to exceptionally cold winter).
- Ordered 2014-15 Shellfish Permits/ updated commercial and family shellfish applications.

Meetings/conferences

- Annual Massachusetts Shellfish Officers Association three day Conference: BOD meeting/seminars/lab workshop,
- Staff meetings: 36 Sears Point/ Monomoy Island,
- Site visit: 36 Sears Point-Andy Irwin, soil samples,
- BOS: Executive Session,
- Pleasant Bay Alliance: Nitrogen remediation,
- SAC Chair; Dave Likos to review agenda,
- John Garey, Michael and Ann Westgate: Formation of new advocacy group: Friends of Chatham Shellfish,

- Representative of Young Presidents Organization, Southern Chapter; Annual family retreat at CBI, gathering information on shellfishing activities/opportunities for participants.
- Finance Committee: CPA proposal.

AmeriCorps

- AmeriCorps Placement: monthly shellfish samples/data entry/Assist in propagation gear construction and maintenance.
- Submitted application for 2014/15 AmeriCorps Placement to continue survey project.

Shellfish Advisory Committee

- Reviewed and discussed revised plans for proposed dock and pier at 197 Strong Island Road. Opposed 4-0-1.
- Continued discussion on deliberate destruction of shellfish habitat at 36 Sears Point; all in favor to support Shellfish Constable's replanting recommendations 5-0-0.
- Reviewed and discussed Citizen Petition article to place Ryder's Cove parcel in Conservation Conservancy.
- Update on CPA proposal

WATER QUALITY LABORATORY

- Continued relocation/setup of laboratory facilities into new laboratory in wastewater treatment facility Operations Building
- Continued de-mobilization of equipment following completion of summer Coastal Water Quality Nutrient Monitoring Program

PERMIT OFFICE

The Sticker Office closed for the season in mid-September. Stickers are available at the Health & Environment Department (261 George Ryder Road, upper level) Monday to Thursday from 8 AM to 4 PM and Friday from 8 AM to 12:30 PM. 2013-2014 applications are available on the town's website at: http://www.chatham-ma.gov/Public_Documents/ChathamMA_Permits/index. North Beach ORV stickers are also available by mail or at the Health & Environment Dept.

During March the following stickers/permits were sold:

	March 2014*	March 2013	2014 Year to Date	2013 Year to Date
New Recycle Sticker	9	7	18	22
New Combo Sticker	0	0	0	0
New Transfer Station Only	7	4	16	16
New Beach Only	0	0	0	0
New Family Resident Shellfish	1	0	7	5
New Family Non-Resident Shellfish	0	1	4	7
New Commercial Shellfish	0	0	0	0
Replacement Stickers – all types	16	17	30	50
North Beach ORV	0	Na	2	Na

Revenue for Month	\$497.00	\$**	\$1,785.00	\$1,104.00
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*through 3/15. ** deposited following month.

WASTEWATER PROJECT

- **Phase 1A.** Sewer connections. These connections have been voluntary; no Board of Health connection orders have yet been issued. There are approximately 350 properties in the Phase 1A area.
 - New sewer connection applications pending approval: 26
 - New sewer connections approved but not yet installed: 30
 - New Sewer connections completed since 1/1/2013: 50
- **Phase 1B.** D&C Construction completed work on the replacement water main and services on Harding's Lane and Elizabeth's Way. Drainage work was completed on Stage Harbor Road. Hot mix patching of previously impacted areas was ongoing around weather conditions. The Contractor began constructing inverts, adjusting manhole covers, testing and closed circuit TV inspection of the newly installed sewer piping. The Contractor also began restoration, loaming and seeding as weather allowed. Contractor continued work on the rehabilitation of the Stage Harbor Pump Station so a number of parking spaces in the parking lot have been temporarily blocked off. The majority of the new mechanical equipment and piping was completed, new windows were installed, new roof and trim was installed, new water service was installed, brickwork on the exterior was completed and electrical conduits were run and wires were beginning to be pulled. Work continues to progress according to schedule. By-pass pumping of wastewater continued without issue. NSTAR and Verizon were on-site continuing upgrading their infrastructure.
- Site visits to collection system expansion and pump station construction as needed
- Updated wastewater project webpage on town website as needed
- Issued weekly press release on construction status affecting traffic
- Monthly progress meeting with Engineer, Contractor, Operations staff and town staff for Stage Harbor Pump Station rehabilitation project
- Monthly progress meeting with Engineer, Contractor, Operations staff and town staff for Stage Harbor collection system extension project
- Weekly status meetings with Contractor and Engineer for Stage Harbor Pump Station rehabilitation project. Weekly meetings are being held to ensure the project stays on-schedule and any issues are dealt with expeditiously due to the critical nature of this pump station
- Numerous interactions (phone/in-person) with local residents regarding wastewater program topics/issues
- Meeting with Engineer and Contractor on restoration of Harding's Lane and Elizabeth's Way
- Meeting with design Engineers on Phase 1C-1 sewer design
- Meeting with Engineer and Contractor to discuss grading/sidewalk issue at Stage Harbor Pump Station
- Meeting with Engineer to review items related to Phase 1C-1 of collection system expansion
- Ongoing dissemination of information on the Barnstable County Community Septic Management Loan Program, this program provides low interest loans for septic system

replacement/upgrade and sewer connections. Information is available at:
<http://www.barnstablecountysepticloan.org/>

TOWN/OTHER PROJECTS

Director of H&E activities included the following areas, in addition to wastewater project activities above:

- Weekly Department Head meetings
- Bi-weekly Town Manager meetings
- Meeting of Water & Sewer Advisory Committee meeting for ongoing review of revisions to Article II of the Town of Chatham Rules and Regulations of the Sewer Department and other topics
- Multiple meetings with Conservation Commission subcommittee and full Commission relative to proposed TM article regarding Wetlands Bylaw revision by citizen petition Town Meeting article
- Coordinated ongoing environmental assessment activities at Fire Station
- Participated in monthly Muddy Creek Restoration Bridge Project team meeting
- Meeting with local attorney and staff regarding Wetlands Bylaw Town Meeting article
- Participated in monthly Progress Meeting for new water treatment facility with Engineer, OPM and other town staff
- Participated in Pleasant Bay Alliance Watershed Work Group meeting
- Multiple Board of Health meetings regarding Box Office Café
- Conservation Commission meetings regarding 36 Sears Point wetlands violation
- MHOA/DEP Annual Winter Seminar on multiple topics
- Staff discussion on Performance Evaluations
- Telcom with owner of Box Office Café to discuss resolution
- Meeting with Town Manager and owners of Box Office Café to discuss resolution
- Staff meeting to discuss ongoing issue of Monomoy CCP
- Participated in Waquoit Bay Reserve Coastal Training Program entitled *Communicate with Water Words that Work*
- Chaired meeting of Barnstable County Coastal Resources committee
- Staff meeting regarding Oyster Pond Condominiums
- Participated in conference call regarding Muddy Creek Restoration Bridge Project
- Participated in meeting of Cape Cod Water Protection Collaborative Technical Advisory Committee to review/discuss proposal to evaluate role of atmospheric nitrogen deposition on Cape Cod
- Meeting with Fire Station design team to discuss environmental issues
- Participated in Cape Cod Commission 208 Plan meeting of Lower Cape watersheds group
- Meeting with Finance Committee for review of TM article on grease trap regulations
- Meeting with staff and developer regarding encroachment on town land
- Participated on Conservation Commission on-site and following meeting on proposed Water Treatment Plant
- Participated in on-site for Chatham/& Harwich Conservation Commissions for Muddy Creek Restoration Bridge Project
- Chaired meeting of Cape Cod Phase II Stormwater Coordinators
- Meeting to discuss residency requirements for various town applications

- Staff meeting on impact of FEMA flood map changes and Conservancy District
- Prepared and submitted comments to Planning Board and DPW on pending projects
- Prepared and submitted monthly Department activities report
- Attended Board of Selectmen meeting(s) on variety of topics

HUMAN RESOURCES DEPARTMENT: Submitted by Gerry Panuczak

Assimilate best practices to balance management, employees, and taxpayers points of view in the creation of that environment.

Human Resources

The Secretary Community Development position was reposted as a part-time position, and applications were accepted during March, 2014. Interviews have been scheduled for April 2014. Interviews were conducted for the Seasonal positions of Shorebird Monitor and Office Assistant Sticker office. Diane Byers was appointed as Seasonal Shorebird Monitor, and will begin work in April 2014. A decision has not been made for a seasonal resource for the sticker office at this time. Applications were accepted for the Seasonal Transfer Station Recycle Coordinator during March, 2014. Joseph Eldredge was appointed to the seasonal position. Other seasonal positions that have been posted during March 2014 and applications are being accepted are Lifeguard, Beach Supervisor, Parks & Recreation Grounds Worker, Custodian, and Assistant Harbormaster. Regular positions that were posted in March 2014 and applications are being accepted are Police Officer and Transfer Station Supervisor.

Communication materials have been distributed to active benefits eligible employees, and retirees on active benefits plans. This communication announces the annual Health & Wellness Fair scheduled for May 16, 2014, and communicates the plan summaries and rates for the upcoming fiscal 2015.

The annual season determination request was submitted with the Department of Unemployment Assistance, and all submitted positions were approved as seasonal positions. This determination allows for relief from unemployment compensation for employees hired in seasonal positions during 2014.

Category	March 2013	March 2014
Number of Open Seasonal Positions	3	6
Number of Open Regular Positions	1	3
Number of Seasonal New Hires	4	2
Number of Regular New Hires	0	0
Union Grievances Responded To	0	0

Channel 18

Upgrades to the Small Meeting Room at the Annex were made including the installation of a video encoder, video switcher, and an additional camera. Equipment was ordered to finish the installations of self-serve rooms at the Community Center, Department of Public Works, and Town Hall. The Parks & Recreation Commission is now utilizing the self-serve room located at

the Conference Room at the Community Center. These meetings are live encoded and uploaded to the archive on the Town's website.

There has been the expected growth in the number of archived meetings and a growth in requests for field shoots. In response staff has been scheduled to cover more events and field gear has been ordered to adequately cover the events.

Staff met with employees of Cape Media, Harwich Channel 18, and the Monomoy Regional School District to approximate a budget for the new Monomoy High School Control Room. The April episode of Chatham Today was shot at the Annex. Chatham Today is shown on Public Access Channel 99 and available on YouTube (youtube.com/chathamtoday).

Human Services Committee

The committee continued gathering information regarding needs, services currently being provided, gaps, and changes expected with the regional school system, as it pertains to children from school age through high school age. This research included interviews with regional school representatives, Parks and Recreation staff, and further interviews with Monomoy Community Services staff. Information gathered has been summarized, and presented to the committee in preparation for their April 14, 2014 committee meeting. The attached chart shows a visualization of the expected family support needs that will be necessary with the 2014-2015 school year with the regionalization of the high school and middle school. The committee is committed to continuing the partnering effort with Monomoy Community Services, the regional school system, and Parks and Recreation in the upcoming months to identify potential solutions to community needs especially as it applies to youth.

PARKS & RECREATION: Submitted by Dan Tobin

Creating lasting memories and community through people, programs, parks and beaches with integrity and excellence.

Youth Sports/programs

- Basketball wrapped up in March for all age groups. One grade 5/6 boys team participated in the Billingsgate Tournament in Wellfleet on March 21-23.
- I attended the Massachusetts Park and Recreation Conference in Sturbridge from March 11-13. I went to several lectures with topics including "New Games", "Generation Move Community", "Team Building", "99 Programs in the blink of an eye"& "The Power of Advocacy".
- Softball (grades 3-6) and Baseball (grades K-2) registrations went out to the schools.
- We ran another "Reality Couponing 101" class on Tuesday, March 25th. Selissa Johnson was the speaker. We had 9 women in attendance and the class was well received.
- Attended a portion of the Park & Recreation Commission Meeting on March 25 to discuss the Positive Afterschool Recreation with Kids program.
- The program staff continues to meet weekly to discuss the PARK program.
- The Annual Coaches Recreation Basketball game has been rescheduled from March 26 to April 9 due to the blizzard.

Youth Services:

- Pottery started on March 4 at the Creative Arts Center-10 girls are taking the class taught by Susan Dimm Williams
- Field Hockey ended on March 31st-6 girls took the class. Another session was requested.
- Arts and Crafts has 4-8 students attending weekly, but has 2 signed up for the class.
- I attended the MRPA conference on March 12-13.
- The Cove overnight had 15 participants from grades 8-10.
- Girls Night on March 21 had 22 girls in attendance.
- Animal Themed Party on March 28 had 30 students in attendance and 5 high school chaperones. Items were collected to be donated to the Brewster Animal Shelter.

Adult Program Info & work related duties:

Adult Classes: All Occasion Stamp-A-Stack Card Class – ongoing once per month
Plein Air Landscape Painting Workshop – Thursday mornings

Adult Recreation: Badminton – Monday & Thursday A.M.
Futsal – Monday evenings
Pickleball – Tuesday, Wednesday & Friday mornings
Age 18+ Recreational Basketball – Tuesday evenings
U.S.C.G Open Recreation – Wednesday mornings
Floor Hockey – Thursday evenings

Adult Fitness: Totally Fit, Totally Fun – Wed. & Fri. mornings
Senior Total Fit – Monday mornings
Yoga for All – Mon./ Wed./ Fri. mornings
Kripalu Yoga – Tuesday morning
Beginner & Intermediate T'ai Chi – Tuesday mornings
Zumba Fitness – Saturday mornings

Other Offerings: Mah-Jongg – Wednesday & Thursday

Other Duties:

- Adult Program Planning for Calligraphy Flourishes & 3 potential Fitness Classes
- ReCPro data entry for courses, registrations, memberships, & PTU requests for room rental requests
- Bulletin Board Announcements & registration forms for new programs
- Financial Reports/Turn-Ins to Helene
- BOS update to Dan
- Compile CCC News for monthly advertisement in The Chronicle
- Program announcements to The Chronicle
- Help with room set-ups/take downs/cleaning as needed
- Order office supplies & sports equipment as needed
- Help with Open Recreation & Front desk duty due to early release days, blizzard, and staff illness

PARK Afterschool Program Planning

- Read 606 CMR 7.00

- Create Registration Form and Enrollment Form
- Work on PARK program fees and program costs
- Meet with Dan, Jill & Park & Rec. Commissioners to discuss program feasibility

Address Community Center Sunday Afternoon Adult Fight Issues

- Coordinators meet with Dan to discuss ReCPro membership for Open Gym Use
- Pull together current adult registration info & policy for Open Gym for review & discussion
- Full Staff meetings to discuss moving forward after incident and to work hard to rectify public's perception of the Community Center and to report back to the BOS in June
- Work on Gymnasium Code of Conduct
- Help with Supervision for Adult Evening Classes and update roster info on a week-to-week basis

	March 2013	March 2014
Fitness Membership Revenue - new	\$550	\$1,990
Fitness Membership Revenue - renew	\$1,320	\$1,550
Fitness Membership Revenue - Total	\$1,870	\$3,540

Grounds Maintenance:

- Trash 3 days per week at all locations
- Plowing with the Highway Department
- Refinish and water preserver on park benches
- Repair and off season maintenance of grounds equipment
- Start spring cleanup removal of all properties.
- Begin grading and preparation of baseball/softball infields

POLICE DEPARTMENT/HARBORMASTER DEPARTMENT: Submitted by Chief Mark Pawlina

Providing Excellence in law enforcement and community policing services to our citizens through dedication, fairness and professionalism

The Chatham Police department handled 2,575 service calls during the month of March 2014. There were 33 total crimes that occurred during the month. Although there were no significant crime trends or patterns that occurred, there was a slight uptick in thefts from buildings and vandalism/property destruction from this same period in 2013. The positive note is that all other crimes that occurred during the month decreased from 2013.

The Chatham Police Citizens Academy completed their classroom courses for this session. The optional portion of the patrol ride-along and the firearms range demonstration will take place over the next several weeks. Many of the citizens that took the course provided very positive feedback and said they will recommend to their citizen friends in town to put in for it next year. The citizen academy members will be graduating in a ceremony to be held sometime in May. Accolades to Sergeant Massey and all the CPD staff who contributed to the success of the Citizens Academy.

With Spring now here, there are several events that the department will be planning and gearing up for as the various festivals and other special events in town begin to take place. Nearly all officers have completed their required in-service training sessions for this year.

Specialized training has started with our commitment to train our officers in crisis intervention methods for responding and working with citizens who experience mental illness, special needs and other disabling effects. The department will be making awareness of these issues and our response to it more public as we continue our planning and training sessions on this issue.

Chatham Police Department
Dispatch Analysis

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Printed: 04/01/2014

Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
PROTECTION ORDER VIOL-209 A	0	1	1	< 1	11.00	3.00
ANIMAL-Bites	0	1	1	< 1	2.00	9.00
Animal-Barking Dog	0	2	2	< 1	4.00	22.25
ANIMAL-Cats	0	1	1	< 1	21.50	30.00
ANIMAL-Found Dog	0	1	1	< 1	0.50	0.00
ANIMAL-Loose/Lost Dog	3	6	9	< 1	5.83	12.17
ALARM- COMMERCIAL	0	9	9	< 1	3.67	5.22
ALARM- RESIDENTIAL	0	53	53	2.1	4.04	5.44
ANIMAL-All Other	0	1	1	< 1	3.50	11.00
ASSAULT & BATTERY	0	2	2	< 1	1.67	50.67
ASSIST CITIZEN	5	43	48	1.9	2.60	13.72
ASSIST LAW ENFORCEMENT AGENCY	1	4	5	< 1	4.47	2.50
ASSIST TOWN DEPT/ OTHER AGENCY	18	18	36	1.4	1.77	8.60
ANIMAL-Wildlife	0	4	4	< 1	2.63	15.75
BUILDING/PROPERTY CHECK	905	1	906	35.2	0.50	0.31
* COMMUNITY POLICING ACTIVITY	759	0	759	29.5	0.50	3.73
DISTURBANCE	0	4	4	< 1	1.44	41.13
DISABLED MV	6	4	10	< 1	3.08	10.62
E911 HANG UP/ ABANDONED/ FALSE	0	9	9	< 1	3.94	3.89
FIREARM/ AMMO SURRENDER	0	3	3	< 1	4.33	6.67
FIRE, OTHER	0	1	1	< 1	2.00	11.50
FOLLOW-UP	1	1	2	< 1	5.00	27.50
GAS ODOR / LEAK	1	1	2	< 1	1.75	20.75
HAZARDOUS SITUATION	4	11	15	< 1	2.56	4.66
INTOXICATED PERSON	0	1	1	< 1	4.33	5.67
LARCENY	0	3	3	< 1	3.08	23.08
MEDICAL EMERGENCY	0	3	3	< 1	2.72	24.83
MISSING PERSON	0	1	1	< 1	1.33	73.00
M V CRASH - Minor prop damage	0	2	2	< 1	1.25	35.50
* M V STOP	192	0	192	7.5	0.81	5.85
Internet Incident	1	2	3	< 1	1.75	10.00
OPEN WINDOW / DOOR	3	6	9	< 1	5.40	6.44
OPERATION COMPLAINT MV/Other	0	8	8	< 1	1.22	7.50
PARKING COMPLAINT/ VIOL.	2	5	7	< 1	4.50	7.21
ANNOYING / SUSP PHONE CALLS	1	1	2	< 1	3.00	1.50
POLICE INFORMATION	3	12	15	< 1	0.75	1.20
Power Outage	0	3	3	< 1	5.50	5.67
PROPERTY - FOUND / LOST	1	4	5	< 1	0.50	5.00
RADAR/TRAFFIC ENFORCEMENT	320	0	320	12.4	0.61	17.87
REASSURANCE CHECK	0	19	19	< 1	5.83	7.83
SERVE RESTRAINING ORDER	1	1	2	< 1	9.25	6.00
SUDDEN DEATH	0	3	3	< 1	3.08	111.83
Suicide/ Threat/ Attempt	1	0	1	< 1	3.50	16.00
SERVE SUMMONS	4	1	5	< 1	3.00	3.70
SUSPICIOUS ACTIVITY	15	33	48	1.9	2.95	8.73
TOWN BYLAW/ CODE/ REG VIO.	1	4	5	< 1	4.25	5.25
TRAFFIC CONTROL	1	0	1	< 1	0	3.00
TRANSPORT/ ESCORT	1	0	1	< 1	0	12.00
VANDALISM	0	2	2	< 1	6.00	8.50
SERVE WARRANT	1	1	2	< 1	4.08	75.50
WATER LINE LEAK / BREAK	0	2	2	< 1	1.75	3.00
WELL BEING CHECK	1	12	13	< 1	4.75	6.96
WIRE(S) DOWN-ALL TYPES	2	11	13	< 1	3.44	13.07
TOTAL	2254	321	2575	100	2.86	5.49

Information Selected

Date Range: 03/01/2014 to 03/31/2014
Police Shifts: All
Jurisdictions: All

Crime Comparison Report For the period ending 03/31/2014

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2014													
	2013	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Aggravated Assault	2014	1		1										2
	2013	2												2
	Net	-1	0	1	0	0	0	0	0	0	0	0	0	0
Simple Assault	2014	1	3	4										8
	2013	5	5	3										13
	Net	-4	-2	1	0	0	0	0	0	0	0	0	0	-5
Intimidation	2014	2												2
	2013	3	1											4
	Net	-1	-1	0	0	0	0	0	0	0	0	0	0	-2
Total Crimes Against Persons	2014	4	3	5										12
	2013	11	6	3										20
	Net	-7	-3	2	0	0	0	0	0	0	0	0	0	-8

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2014	3												3
	2013	1	2	3										6
	Net	2	-2	-3	0	0	0	0	0	0	0	0	0	-3
Larceny (shoplifting)	2014													
	2013	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Larceny (from building)	2014	1	2	1										4
	2013	1												1
	Net	0	2	1	0	0	0	0	0	0	0	0	0	3
Larceny (from motor vehicles)	2014													
	2013	2												2
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Larceny (all other)	2014	1	3	2										6
	2013	1	2	3										6
	Net	0	1	-1	0	0	0	0	0	0	0	0	0	0
Fraud (false pretense;swindle)	2014													
	2013	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Destruction of Property/Vandalism	2014	6		2										8
	2013	2	1	4										7
	Net	4	-1	-2	0	0	0	0	0	0	0	0	0	1
Total Crimes Against Property	2014	11	5	5										21
	2013	9	5	10										24
	Net	2	0	-5	0	0	0	0	0	0	0	0	0	-3

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2014	1												1
	2013		1	2										3
	Net	1	-1	-2	0	0	0	0	0	0	0	0	0	-2
Total Crimes Against Society	2014	1												1
	2013		1	2										3
	Net	1	-1	-2	0	0	0	0	0	0	0	0	0	-2

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2014													
	2013	2												2
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Disorderly Conduct	2014													
	2013	1		1										2
	Net	-1	0	-1	0	0	0	0	0	0	0	0	0	-2
Driving under Influence	2014	1	1	3										5
	2013	2	1	2										5
	Net	-1	0	1	0	0	0	0	0	0	0	0	0	0
Drunkenness	2014	4	3											7
	2013	2		1										3
	Net	2	3	-1	0	0	0	0	0	0	0	0	0	4
Liquor Law Violations	2014		2	1										3
	2013													
	Net	0	2	1	0	0	0	0	0	0	0	0	0	3
All Other Offenses	2014	1	6	3										10
	2013	6	3	3										12
	Net	-5	3	0	0	0	0	0	0	0	0	0	0	-2
Total Group B Crimes	2014	6	12	7										25
	2013	13	4	7										24
	Net	-7	8	0	0	0	0	0	0	0	0	0	0	1

CHATHAM HARBORMASTER DEPARTMENT

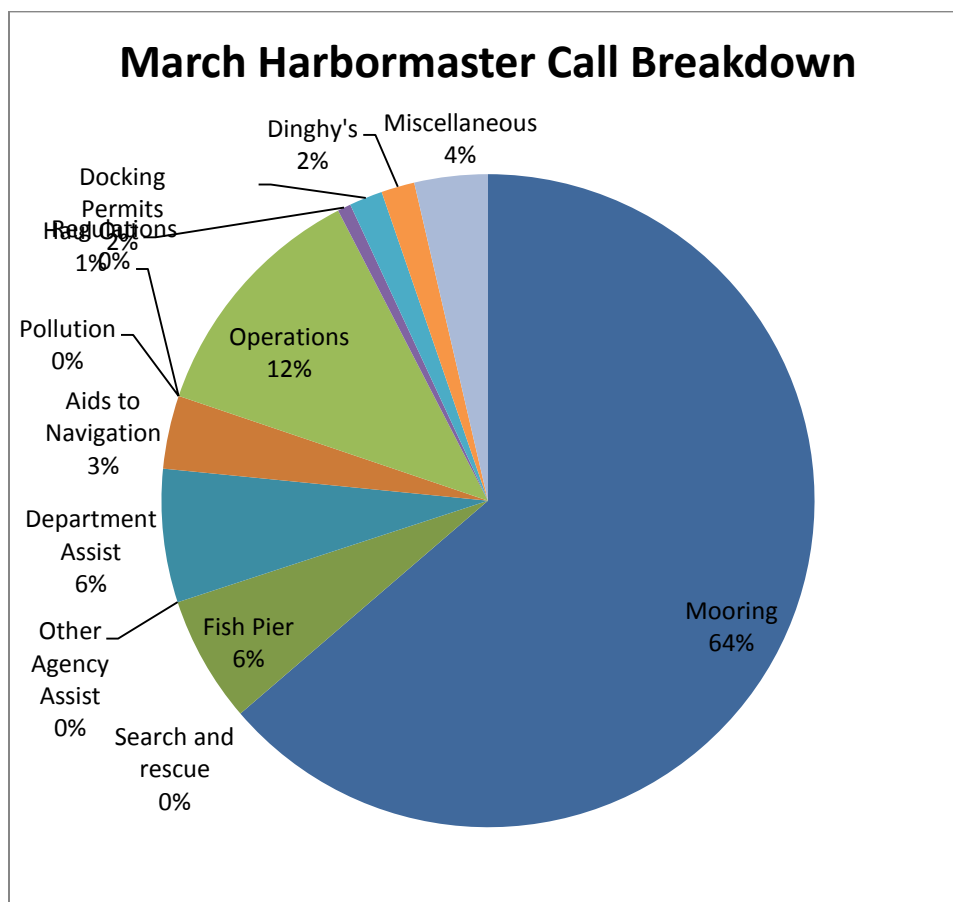
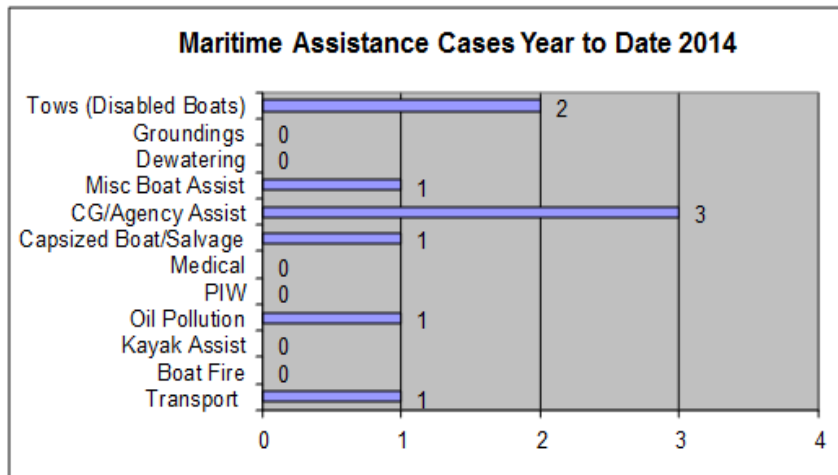
PROFESSIONAL-COMPETENT-READY Committed to serving the maritime community in a fair and equitable manner to ensure the safe, environmentally friendly and lawful use of Chatham's maritime resources and facilities.

The month of March was another busy one for the Harbormaster Division. As spring is rapidly approaching we are in the midst of completing our winter maintenance of our patrol boats and preparing our aids to navigation for the boating season. With the rash of winter storms that continue to come our way, we are also monitoring the ever changing shoaling in each of our four inlets.

On the operational side, we have been preparing for the arrival of the Dredge Currituck which will be visiting Stage Harbor to conduct dredging at the mouth of the harbor. Dredging operations are scheduled for the first week of April and will continue for approximately 7 – 10 days. During this time mariners transiting the area should use caution.

Earlier this month, we marked the main channel for the Chatham Bar. With the past two storms, the channel continues to evolve and the outer shoal has shifted yet again. As a result, we have temporarily removed the aids to navigation on the bar to be re-deployed when the weather permits and we are able to adequately determine the best channel.

The 2014 waitlist for Chatham moorings has been posted and is available on our website as well as at our office.



PRINCIPAL PROJECTS AND OPERATIONS: Submitted by Terry Whalen

PRINCIPAL PROJECTS

Department Project Activity - There was activity during the month of March 2014 on these Department projects:

- West Chatham Roadway Design Project – Continued project coordination with consultant, staff and MassDOT in the review of preliminary 25% design. After receipt of internal comments on the recommendation, the next major project milestone, the

MassDOT 25% Design Public Hearing is anticipated to be held in late spring/early summer.

- New Fire Station Headquarters Project – OPM, Designer and staff coordination. Two project meetings were held in March to advance the design development process and work on the details of the temporary relocation of the Fire Department to the DPW site. Staff continued relaying data and information for the design process to the project team.
- Airport Commission – Continued review of citizen concerns raised in email correspondence about skydiving and airport operations and attendance at monthly meeting on March 3, 2014.
- Energy Committee - Preparation for and attendance March 12, 2014 monthly meeting.
- Phase I Solar Project – Continued project coordination in March 2014
- Phase II Solar Projects – Monitored progress with CVEC on the status of replacing the contractor to get the project back on track. The project is currently stalled as the work is transitioned to G&S Solar Installers (the project financier), however the project is expected to get back on track in April (permits are being transferred).

Inter-Departmental Projects/Other Support - Staff was also involved in other town-wide projects in the month of March 2014 as follows:

- Preparation for, and attendance at one Finance Committee meeting (March 6, 2014) to respond to questions on the CPA applications for the restoration of historic windows at the Eldredge Public Library and the restoration of the undercarriage for the caboose at the Chatham Railroad Museum.
- Marconi Station site meeting to review remaining site plan landscaping to be completed. Preparation of package for BOS discussion and attendance at meeting on new sign at Marconi.

OPERATIONS - Department activities related to Operations in March 2014 included:

- Continued coordination with staff and structural engineer to implement solution for Fish Pier Overlook movement away from building wall.
- Attendance at March 17, 2014 MPO meeting
- Monthly status meeting with HVAC contractor
- Compilation of Invitation for Bids for Fire System Testing and Inspection Services
- Submission of grant application for Eldredge Public Library window repairs

FACILITIES DEPARTMENT: Submitted by Chip Whalen

To deliver thorough and timely service to citizens and staff in a courteous and professional manner. To maintain buildings in a clean, safe condition at all times.

In addition to daily routine duties (building rounds, general monitoring, preventative maintenance inspections and responses), the unrelenting winter weather in March focused many working hours on snow and ice removal activities much like February. Repairs to the Fish Pier continued into March to correct deficiencies to the overlook deck and fuel shed roof - weather permitting. In between storms and the Fish Pier repair activities the Facilities Crew also worked on the following specific items:

- Responded to heating problem in the DPW wash bay and coordinated repairs
- Installed walls and floor in bathroom at DPW
- Made wall repairs to complete the installation of video equipment in the small meeting room at the Annex
- Coordinated visits/reviews by the structural engineer at the Fish Pier
- Followed up with vendor on status of replacement doors for Fish Pier Public Restrooms.
- Oversight activities of COA ramp/access project
- Assisted in fixing doors on the lower level of the Community Center
- Reviewed painting needs at Marconi Buildings
- Responded to sewer drain issue at the PD and coordinated repairs
- Inspected water infiltration issue from louver on gable end at Wastewater Plant
- Initiated seasonal opening of rest rooms

DEPARTMENT OF PUBLIC WORKS: Submitted by Jeff Colby

Our focused effort is to provide rapid and friendly service responses that are inviting, helpful, and courteous to all who contact any employee of the DPW.

Water Iron & Manganese Treatment Facility

A design progress meeting was held on March 5th with the Town, the Engineer and the Owners Project Manager (OPM) for the Iron & Manganese Treatment facility for Wells #6 & #7. The Water & Sewer Advisory Committee voted to unanimously support the project at their March 17th meeting. A presentation about the project was made to the Water & Sewer Commissioners on March 18th. The Commissioners voted to support the funding request for this project at the Annual Town Meeting in May.

Water Meter Reading System Software Upgrade

On March 24th, a coordination meeting was held to review the implementation plan for the new water meter reading system. This system will allow the approximately 7,000 individual water meters to be read more quickly and efficiently than with the current outdated system. Implementation of the system is expected in early April, with the new system being utilized for the April billing cycle.

Sewer Collection and Pump Station Construction

A meeting was conducted on March 13th with the Town, the contractor, and engineer to review the progress to date on the Stage Harbor pump station and sewer collection system project for Stage Harbor Road and Cedar Street. Weekly meetings are also occurring on Thursday's to review the progress at the Stage Harbor pump station.

Recycling Enhancement

On March 12th, the DPW attended a Mass Recycles meeting that was held in Middleborough. Several important recycling initiatives were discussed. MassDEP also presented the new Solid Waste inspection requirements that will be implemented this year.

Chatham Recycles

The annual Media Swap was sponsored by Chatham Recycles on March 21 and 22 at the Chatham Town Hall Annex. The event was well attended, and the remaining books and audio visual media were recycled at the Chatham Transfer Station.

National Grid Project Coordination

The DPW met with National Grid representatives and their subcontractor on March 5th to discuss project coordination for projects planned for 2014. There are several significant areas in Town that are scheduled to have gas mains replaced in this year. They include Chatham Bars Avenue, Old Mail Road, and Holly Drive.

Old Queen Anne Road Acceptance

The portion of Old Queen Anne Road from Main Street to Stepping Stones Road has not been properly accepted by the Town of Chatham as a Town owned road, as other portions of Old Queen Anne Road have been. Lay out plans for this section of Old Queen Anne Road have been prepared. A Layout Hearing is scheduled with the Board of Selectman for April 1st. The road acceptance will also be the subject of an article at Town Meeting.

Rotary Improvements

The DPW met with Cumberland Farms representatives and MassDOT staff on March 19th to review proposed improvements to the Chatham rotary. As part of the redevelopment of 678 Main Street, the applicant is proposing to improve the pedestrian access accommodations to the site. This will result in significant improvements for pedestrians negotiating the Chatham rotary.

Winter Snow and Ice Operations

The winter continued to remain quite active throughout the month of March. The Highway Division sanded the roads 8 times and plowed 1 time during the month of March. Snow removal is the most significant function that the Highway Division provides during the winter months. It is a team effort requiring over 30 pieces of equipment including Town personnel and contractors.

DPW Division Operations

Attached are the reports from the Department of Public Works divisions consisting of the Water, Sewer, Solid Waste Transfer Station, and Highway Divisions.

March Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated <i>Other Use</i>	Previous Month
19,922,800 Gallons	809,100 Gallons	480,600 Gallons	642,670 Gallons	2,256,157 Gallons	18,646,000 Gallons

The variance between March 2014 and March 2013's pumpage shows an increase of 15.5%, which equates to 2,675,700 gallons.

Process Control	Flushing and Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
234,532 Gallons	1,945,625 Gallons	31,250 Gallons	39,750 Gallons	0 Gallons	0 Gallons

Total other uses 2,256,157 gallons.

Water Sampling

- 10 bacteria samples were taken for the month of March. All were free of bacteria.

Station Maintenance

- Routine and annual maintenance and housekeeping was performed at all stations.
- Static and dynamic (drawdowns) water level readings were recorded for each well.
- Amerigas repaired the leaking propane tank at Well 7.

System Maintenance

- McCoy Road water main was activated.
- Bortolotti repaired two radial cracks on water mains on Mill Pond Lane and Kent Place.
- Flushing of the distribution system began.
- Bortolotti capped a leaking stub service on Skyline Drive.

Compliance

- The 2013 Annual Statistical Report was sent to DEP.

Meter Activities

<i>Dig Safes</i>	<i>New</i>	<i>Final</i>	<i>Turn on/off</i>	<i>Repair</i>	<i>Replace</i>	<i>Inspections</i>
156	4	17	164	2	9	13

Meter Reading

- Water meter readings were completed for the month of March.

WATER POLLUTION CONTROL FACILITY

MAIN FACILITY

- Daily, weekly and monthly laboratory testing was performed.
- Bi-weekly and monthly samples were collected and sent to Rhode Island Analytical Laboratory for analysis.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- All portable emergency pumps, generators, blowers and compressors have been tested and exercised.
- All off-line equipment has been exercised.
- On March 6, 2014, Weston and Sampson's Corporate Health & Safety Officer David Wright provided Confined Space training to all water and sewer staff as well as two (2) Highway and three (3) Park Department staff members.
- On March 7, 2014, a tour was given to students from the Tech School.
- On March 12, 2014, representatives of Simplex Grinnel were on site to perform their semi-annual testing on the facility's fire system.
- The ceiling in the OPS Building's control room is leaking again. Building and Grounds has been notified.

SLUDGE DEWATERING BUILDING

- Performed sludge dewatering on March 5th, 10th, 17th, and 24th.
- We disposed of the sludge cake at the Yarmouth W.W.T.F.

STAGE HARBOR ROAD PUMPING STATION

- January 16, 2014, D&C officially took over the Stage Harbor Pumping Station. The station is now being by-passed. Upgrades of the station throughout the month occurred.

QUEEN ANNE ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.

MILL POND ROAD EJECTOR STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

C.H.O.P.S. PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

HUCKLEBERRY ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On March 5, 2014, a representative of Meservey's review the seal leak on Huckleberry's emergency generator.

GEORGE RYDER ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

LIME HILL ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

MEADOWVIEW ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

HORSESHOE LANE PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

BARN HILL ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

COLLECTION SYSTEM AND FORCEMAIN

- Dig safe mark outs are up to date.
- On March 5, 2014, plant staff inspected the six (6) sewer manholes located in Munson Meeting with former trustee Cam Koblish.
- On March 7, 2014, plant staff responded to an odor complaint located at the Saint Christopher's Church. Upon inspection, it was determined that the odor was not from the Town's sewer.
- On March 11, 2014, Plant staff performed a cut and cap inspection located at 193 Depot Road (John Martin was the contractor).
- On March 20, 2014, plant personnel responded to an odor issue at the Police Department a dried out floor drain sump was the suspect. The E-one pumps servicing the building were found to be operating normally.
- On March 21, 2014, plant personnel performed a sewer (low pressure) installation inspection at # 86 Plum Daffy. McIntire was the contractor.
- On March 25, 2014, we performed the monthly grease trap inspections.

CHATHAM WATER POLLUTION CONTROL FACILITY MONTHLY REPORT March 2014

INFLUENT

Total Combined Effluent for the month	2,864,876	Gallons
Total Septage received for the month	10,770	Gallons
Total Grease received for the month	4,089	Gallons

LOADING*

Pounds of BOD received per day	308
Pounds of BOD removed per day	308
Pounds of TSS received per day	538
Pounds of TSS removed per day	537

FINAL EFFLUENT QUALITY*

Total Suspended Solids	1.2	Permit 10 mg/l	99.9% Removal
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Biochemical Oxygen Demand	0.0	Permit 30 mg/l	98.5%	Removal
Nitrate Nitrogen	0.9	Permit 10 mg/l		
Total Nitrogen	2.2	Permit 10 mg/l		

* These numbers are monthly averages
BRL = Below Reporting Limit

Highway Division

- Cleaned up test hole areas at the Main Fire Station , loamed seeded and mulched at the Fire Chiefs request, 2 men 18 hours
- 2 men attended a confined space class put on by Weston & Samson at the Water Pollution Control Facility, 2 men 6.5 hours
- Cold patching pot holes on town roads and some on Route 28, 3men 51 hours
- Sanding town and private roads, 5 town sander trucks 76 hours, 2 private sander trucks, Sanded 7 times, 35 hours
- 5 town 6 wheel dump trucks snow plowing 46 hours, 5 town 1 ton dump trucks snow plowing 50 hours, 13 private snow plow trucks, 100.5 hours
- Replaced worn cutting edges on town snow plows 2 men 50.5 hours
- Checked out all trucks fluid levels and sanders adjusted conveyor chains and greased all bearings and roller, 2 men 45 hours
- Replaced broken lights 2005 one ton dump truck and #15 2007 C8500 dump truck, 1 man 6 hours
- #6 Park Department 2011 Chevrolet 1 ton dump truck while plowing snow ran over something and poked a hole in the DEF exhaust fluid tank, had to replace tank and take truck to Dick Beard Chevrolet to have codes cleared, 1man 8.5 hours
- Plowing sidewalks with Bobcat skid steer loader, 1 man 10 hours
- Plowed Seaside Cemetery for Funeral, requested by George Goodspeed 1 man 2 hours
- Cleaning snow from sidewalks and crosswalks were sidewalk plow could not get, 1 man 32 hours
- Washed trucks and equipment 2 men 38 hours
- Cleaned Main Street and downtown area picking up trash, 2 men 52 hours
- Putting de-icer on sidewalks 2 men 54.5 hours
- Cleaning up plow damage around town, 4 men 104.5 hours
- Mixing salt and sand and putting in building, 1 man 20 hours
- Replaced broken brake cam on #19 2005 Chevrolet C8500, 1 man 8.5 hours
- Repaired mail box at 63 Court Street and 74 Geranium Drive, 1 man 3 hours
- Repaired rear flap on #17 sander 1man 4 hours
- 2 men attended Hoisting License class for 2B hydraulic license, 2men 8 hours
- Checked catch basins on Holway Street for plugged outlet pipe, street is flooding during rain storms. Will have Water Pollution Control Facility flush out pipes with there jet wash machine, 2 men 3 hours
- #15 2007 Chevrolet C8500 made repairs to hydraulic hoses for snow plow, 1man 2 hours
- Made repairs to bent or broken signs and post around town, 1 man 9.5 hours
- Serviced 2008 Chevrolet C8500 Catch Basin digger, 1996 Chevrolet Kodiak dump truck, 2005 #19 Chevrolet C8500 and 2007 #15 Chevrolet C8500 changed oil, oil filter, fuel filters, air filter and checked all fluid levels, 2 men 18 hours
- Emptied all sanders and washed out sanders, 1 man 10 hours
- Picked up limbs and debris after storms, 5 men 154.5
- Washed, cleaned and greased 2005 John Deere 710G Back-hoe, 1 man 3 hours
- Checked catch basin and runoffs for debris 4 men 36,5 hours

Town of Chatham Transfer Station
Monthly Recycling Report

COMMODITY	TONNAGE		TONNAGE		HAULER	% CHANGE	YEAR TO DATE
	Mar-13		Mar-14				
TIN	0		0			0.00	0
ANTIFREEZE	0		0			0.00	0
OIL FILTERS	0		0			0.00	2
BATTERIES	100	PCS	2	PCS		-98.00	2
PAINT	0		0			0.00	0
TIRES	0		0			0.00	0
WASTE OIL	0	GAL	250	GAL		125.00	0
CLEAR GLASS						0.00	0
MIXED GLASS	0		0			0.00	11.59
#1-7 MIXED PLASTIC	3.31	T	5.37	T		2.06	14.43
CARDBOARD	16.73	T	13.71	T		-3.02	56.84
MIXED PAPER	35.22	T	21.03	T		-14.19	64.86
RIGID PLASTIC	0	T	1.86	T		1.86	4.08
TEXTILES		T		T		0.00	1.82
METAL PILE		T		T		0.00	8.52
WHITE GOODS	1.05	T				-1.05	1.95
PROPANE TANKS	60	PCS				-60.00	2
GOT BOOKS	4.24					-4.24	2
RED CROSS	0.78	T	0.45	T		-0.33	2.01
SALVATION ARMY	1.32	T	0.92	T		-0.40	1.49
PLANET AID	0.82	T	0.38	T		-0.44	37.73
DEMOLITION	55.69	T	37.56	T		-18.13	69.78
CHAMP HOMES	2.09	T		T		-2.09	0
COMPOST						0.00	0
WOODCHIPS						0.00	47.42
BRUSH	28.78	T	36.32	T		7.54	46.48
BOY SCOUTS	0.35	T	0.16	T		-0.19	4.89
C R T'S	1.78	T	1.78	T		0.00	4.28
NI CAD BATTERIES		BOX		BOX'S		0.00	3
SINGLE STREAM						0.00	0
WATTS FARM						0.00	0.5
GILL NETS	0	T	9.86	T		9.86	9.86
FLAGS						0.00	0
SEAMASS	285.65	T	250.9	T		-34.75	768.87
SEAMASS LOADS	15	LOADS	12	LOADS		-3.00	36
ROLL OFF		LOADS		LOADS		0	12

TOWN CLERK: Submitted by Julie Smith

Neutrality - Impartiality - Trust: The Town Clerk's Office upholds the integrity of the town's democratic process by ensuring the town voters can rely upon impartiality and neutrality at our town meetings and elections. We strive for a well-informed public by maintaining and preserving the official town records consistent with the Town Charter, local, state, and federal laws, by providing equal and professional service to all.

ANNUAL TOWN ELECTION:

Nomination papers were available for candidates interested in running for local office; the deadline to return to the Town Clerk's Office was Thursday, March 27, 2014 (by 5:00 p.m.). The following seats will appear on the Annual Town Election ballot: Board of Selectmen (One Three-year term), Housing Authority (One Five-year term), and Monomoy Regional School Committee (Two Three-year terms). This year's Annual Town Election will be held on Thursday, May 15, 2014 from 7:00 a.m. to 8:00 p.m. at the Chatham Community Center (702 Main Street).

ONLINE/CREDIT CARD PAYMENTS:

In January 2014, the Town Clerk's Office began offering an online payment option for requests of birth, death and marriage certificates and dog and cat license renewals. The link can be found at the Town Clerk's webpage and on the home page (under the Online Payments link).

MARCH		
ONLINE CREDIT CARD REQUESTS	2014	2014 YEAR TO DATE
BIRTH CERTIFICATE	1	2
MARRIAGE CERTIFICATE	5	15
DEATH CERTIFICATE	0	2
DOG LICENSE	0	2
CAT LICENSE	0	0

VITAL RECORDS:

We recorded the following number of Vital Records during the Month of March:

MARCH			
VITAL RECORDS REGISTERED	2014	2013	2014 YEAR TO DATE
BIRTH CERTIFICATES	2	4	5
INTENTIONS OF MARRIAGE	4	2	11
MARRIAGE CERTIFICATES	4	1	10
DEATH CERTIFICATES	12	19	27

VOTER REGISTRATION:

We processed the following number of new voter registration forms and removed the following number of voters due to death or change of residence:

MARCH			
VOTER REGISTRATION	2014	2013	2014 YEAR TO DATE
NEW VOTER REGISTRATION	12	13	67
REMOVED VOTERS	22	34	135
TOTAL NUMBER OF REGISTERED VOTERS	5,496	5,507	5,496
TOTAL NUMBER OF RESIDENTS	6,167	6,182	6,167

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer's Office for the month of March was \$2,191.00.

MARCH			
CASH RECEIPTS	2014	2013	2014 YEAR TO DATE
	\$2,191	\$1,889	\$8,613



Cape Light Compact

Tel: (508) 375-6644 • Fax: (508) 362-4136
www.capelightcompact.org

POST OFFICE BOX 427 • BARNSTABLE SUPERIOR COURT HOUSE • BARNSTABLE, MASSACHUSETTS 02630

April 14, 2014



Ms. Jill R. Goldsmith
Town Manager
549 Main Street
Chatham, MA 02633

Dear Ms. Goldsmith,

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's monthly Energy Efficiency Report. The Report reflects the program activity for all of Cape Cod & Martha's Vineyard and breaks out the detail on a town-by-town basis.

Below is a summary of the activity in your town for the month of February, 2014. To view each of your monthly reports, please visit our website at www.capelightcompact.org and click on Reports.

- 66 residents and/or businesses in Chatham participated in the program.
- \$65,244.15 in incentive dollars were distributed to the 66 participants.
- 107,653 kWh were saved through implementation of these energy efficiency measures.
- Through February, 2014 your town has spent 14.2% of its town allocated annual budget.

If you have any questions on the attached report, please contact me at (508) 375-6636.

Sincerely,

Margaret T. Downey
Administrator

Enclosure

cc: Peter Cocolis

AGUINNAH • BARNSTABLE • BARNSTABLE COUNTY • BOURNE • BREWSTER • CHATHAM • CHILMARK • DENNIS • DUKES COUNTY • EASTHAM • EDGARTOWN
FALMOUTH • HARWICH • MASHPEE • OAK BLUFFS • ORLEANS • PROVINCETOWN • SANDWICH • TISBURY • TRURO • WELLFLEET • WEST TISBURY • YARMOUTH

Energy Efficiency Program Activity by Town

<http://www.capsoft.com/gpac/Log/TownReports.htm>

Town Name: Chatham
Program Period: 2014
Current Dates: 03/01/14 - 03/28/14
Cumulative Dates: 01/01/14 - 03/28/14

Program	Current Period			Cumulative for Reporting Period		
	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Annual kWh Savings	Actual Expenditures	Actual % of Budget
Low-Income New Construction	0	0.00	0	0	0.00	0.0%
Low-Income Single-Family	754	15,207.42	2	754	15,207.42	22.4%
Low-Income Multi-Family	0	0.00	0	0	0.00	0.0%
LI Subtotal	754	15,207.42	2	754	15,207.42	22.4%
LI % of Total	0.7%	23.3%	3.0%	0.0%	17.1%	11.0%
Residential New Construction	0	0.00	0	0	0.00	0.0%
Residential Multi-Family Retrofit	0	0.00	0	0	0.00	0.0%
Res Home Energy	18,787	37,607.73	31	25,913	46,773.73	16.2%
Energy Star HVAC	1,795	1,303.00	0	3,744	2,300.00	0.0%
Energy Star Lighting	551	98.66	2	551	99.00	0.0%
Energy Star Appliances	6,751	1,303.00	23	10,301	2,793.00	0.0%
Res Subtotal	25,884	40,998.73	52	41,809	63,872.73	84.0%
Res % of Total	24.0%	61.6%	93.0%	53.7%	71.9%	63.8%
C&I New Construction	0	0.00	0	0	0.00	0.0%
C&I Genl New Construction	0	0.00	0	0	0.00	0.0%
C&I Large Retrofit	0	0.00	0	0	0.00	0.0%
C&I Genl Large	0	0.00	0	0	0.00	0.0%
C&I Small Retrofit	60,043	6,728.00	1	60,043	6,728.00	7.2%
C&I Genl Small	0	0.00	0	0	0.00	0.0%
C&I Products & Services	22,832	3,169.00	1	22,832	3,169.00	0.0%
C&I Subtotal	81,015	9,897.00	2	81,015	9,897.00	13.4%
C&I % of Total	74.3%	15.1%	3.0%	48.7%	11.1%	24.4%
Report Total	107,553	65,244.15	55	123,275	88,660.15	66.0%
Budget Comparison					88,660.15	14.2%

dwr_eas7_results_by_town.qpfosys-03/28/14

*Data only include Customer Accounts, kWh, Technical Assistance and Training. **All information presented is preliminary and subject to change. **Total all program budgets are allocated by town.

* * * * *

Should you have any questions regarding the forgoing, please contact Jill Goldsmith, Town Manager at 508.945.5105 or jgoldsmith@chatham-ma.gov. Please visit the Town's website for more up to date information – www.chatham-ma.gov